

**RANCHO SANTA FE
COMMUNITY SERVICES DISTRICT**

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, May 14, 2018, 1:30 P.M.

Santa Fe Irrigation District Board Room

5920 Linea Del Cielo, Rancho Santa Fe, CA 92091

PRESENT

Doug Moul
John Tanner
Bill Hinchy
Deborah Plummer
Laurel Lemarié

ABSENT

GUESTS

Arnold Keene, RSFA

STAFF

Chuck Duffy, GM
Jeff Pape, Engineer

The regular meeting of the Board of Directors of the Rancho Santa Fe Community Services District was called to order by Board President Deb Plummer.

1. Call Meeting to Order and Roll Call.

2. Public Comment – None.

ACTION ITEMS

3. Report from the RSF Association on Roadside Landscape Maintenance.

Arnold Keene from the RSF Association reported that they are increasing roadside maintenance in order to mitigate potential damage by wildfires. The Association is also requesting \$50,000 in additional funding to add one more person to the maintenance crew.

4. Minutes of the April 9, 2018 Regular Meeting.

ACTION: Director Moul moved to approve the minutes as submitted. Director Hinchy seconded. Motion carried 4-0-1, Director Lemarié abstaining.

5. March 2018 Dudek Invoices for Payment.

ACTION: Director Tanner moved to approve the invoices as submitted. Director Hinchy seconded. Motion carried 5-0.

6. Consideration of Draft Fiscal Year 2018/19 Sewer, Landscape, and Security Services District Budgets.

General Manager Chuck Duffy provided a review of the draft budgets, and responded to questions from the Board. The board agreed to increase the budget for the RSFA landscaping contract by \$50,000 to accommodate the increased maintenance needs outlined by RSFA Assistant Manager Arnold Keene. The budget will be brought back to the Board at the June meeting for final approval.

7. Santa Fe Valley Community Facilities District No. 1.

a. CFD Fund Balances – Noted and filed.

8. District Engineer's Report.

- a. Treatment Plant, Pump Station, and Sewer System Operations Report – District Engineer Jeff Pape reported that the aeration project at the Rancho Santa Fe Sewer Treatment Facility will begin on June 11.
- b. Collections Crew – Operations Log – Noted and filed.

9. General Manager's Report.

- a. Update on recycled water – Noted and filed.

10. Monthly Flow Reports – Noted and filed.

11. Monthly Financial Reports.

- a. Account Balances– Noted and filed.
- b. 2017-2018 Revenue & Expenditure Report – Noted and filed.
- c. LAIF Monthly Update – Noted and filed.

12. Upcoming Seminars – None.

CONSIDERATION OF CORRESPONDENCE

An informational package containing copies of all pertinent correspondence to and from the District for the month of April 2018 was given to each Director along with the Agenda.

Adjournment.

Board President Plummer adjourned the May 14, 2018 Regular Meeting of the Rancho Santa Fe Community Services District Board of Directors at 2:16 p.m.

SUBMITTED BY:

APPROVED BY:

Paula Melendrez, Secretary

Chuck Duffy, General Manager

Date Approved by Board: June 11, 2018